

**GEORGIA STATE BOARD OF OCCUPATIONAL THERAPY
MINUTES OF CONFERENCE CALL
SEPTEMBER 17, 2004**

A meeting of the Georgia State Board of Occupational Therapy was held on September 17, 2004, via conference call, at 237 Coliseum Drive, Macon Georgia with the following members present:

Present:

Kendyl Brock, President
Kathleen Conyers, Vice President
Karen Cadaret
Donna Domyslawski
Mary Lou Austin

Also present:

Jacqueline Hightower, Executive Director
Yvonne LeSane, Board Secretary
Wylencia Monroe, Assistant Attorney General

President Brock established that a quorum was present and called the meeting to order at 10:20 a.m.

Ms. Cadaret moved and Ms. Domyslawski seconded and the Board voted to enter into Executive Session in accordance with O.C.G.A. §43-1-19(h)(2)&(4), O.C.G.A. §43-1-2(k)(1)(2), O.C.G.A. §43-1-2(k)(4) and O.C.G.A. §50-14-2(1) to deliberate on Investigations, Applications and Attorney General's Report and to receive information on Investigations, Applications and Attorney General's Report. Voting in favor of the motion were those present who included Board Members Domyslawski, Cadaret, Brock, Austin and Conyers. The Board concluded Executive Session in order to vote on these matters and to continue with the public session.

Minutes: July 23, 2004 and July 28, 2004 minutes approved as amended.

Applications:

Ms. Conyers moved and Ms. Cadaret seconded and the board voted to approve applications for license restoration determined to meeting requirements as follows:

License No.	Licensee Name	Profession	Issue Date
OT003474	Golante, Nicole Sarit	Occupational Therapy	7/26/2004
OT001952	Smith, Karen Drum Sanders	Occupational Therapy	7/26/2004
OT000887	Peters, Kimberly Jackson	Occupational Therapy	7/27/2004
OT001785	Ricci, Cliff	Occupational Therapy	7/27/2004
OT002656	Bucholz, Wendy	Occupational Therapy	8/13/2004
OT000812	Wilkinson, Laura LeAnne	Occupational Therapy	8/24/2004
OT003012	Shropshire, Traci Moore	Occupational Therapy	8/26/2004
OT000143	Sanders, Donna W.	Occupational Therapy	9/14/2004

Ms. Conyers moved and Ms. Cadaret seconded and the board voted to approve applications for license determined to meeting requirements as follows:

License No.	Licensee Name	Profession	Issue Date
OT003999	Herz, Nathan Bernard	Occupational Therapist	7/26/2004

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OT004000	Abisamra, Matthew John	Occupational Therapist	7/28/2004
OT004001	St. Aubin, Merrill Lynn	Occupational Therapist	7/28/2004
OT004002	Washington, Karen D.	Occupational Therapist	8/2/2004
OT004003	Dobson, Heather Renee	Occupational Therapist	8/2/2004
OT004004	Patrick, Tina Marie	Occupational Therapist	8/2/2004
OT004005	Van Buren, Margaret Therese	Occupational Therapist	8/2/2004
OT004006	Molesky, Suzanne Mary	Occupational Therapist	8/10/2004
OT004007	Carney, Adrienne Louise	Occupational Therapist	8/12/2004
OT004008	Neuderfer, Laura Michele	Occupational Therapist	8/13/2004
OT004009	Cohen, Kimara S	Occupational Therapist	8/17/2004
OT004010	Willmschen, Amber Marie	Occupational Therapist	8/17/2004
OT004011	Sharp, Amy Ann	Occupational Therapist	8/27/2004
OT004012	Smith, LeVonne Lamar	Occupational Therapist	9/2/2004
OT004013	Mamas, Brooke Ann	Occupational Therapist	9/2/2004
OT004014	Murrell, Shonda Denise	Occupational Therapist	9/2/2004
OT004015	Steyn, Maralese Terblanche	Occupational Therapist	9/2/2004
OT004016	Cooper, Robert Charlton	Occupational Therapist	9/8/2004
OT004017	Howard, Kristen Leigh	Occupational Therapist	9/8/2004
OT004018	Murphy, Christy Ann	Occupational Therapist	9/8/2004
OT004019	Pandolfi, Melissa Ellen	Occupational Therapist	9/8/2004
OT004020	Ray, Mary Jo	Occupational Therapist	9/8/2004
OT004021	Swena, Rhonda Kae	Occupational Therapist	9/8/2004

License No.	Licensee Name	Profession	Issue Date
OTA000838	Raybon, Shannon Patricia	Occupational Therapy Assistant	7/15/2004
OTA000839	Burrough, Tamora R.	Occupational Therapy Assistant	8/10/2004
OTA000840	Cox, Lori Lynn	Occupational Therapy Assistant	9/2/2004
OTA000841	Warren, Regina Lynn	Occupational Therapy Assistant	9/8/2004
OTA000842	Boudreaux, Cindy Jean	Occupational Therapy Assistant	9/10/2004

Ms. Conyers moved and Ms. Cadaret seconded and the board voted to approve limited permits for applications meeting requirements as follows:

Name	Profession	Issue Date
Collins, Sikithea C.	OT	7/30/2004
Nikkila, Debra K.	OT	8/2/2004
Kirkpatrick, Lisa Renee	OT	8/6/2004
Chambers, Elizabeth Ann	OT	8/12/2004
Stubbs, Keri Jo.	OT	8/12/2004
Agbonghae, Karen Glover	OT	8/12/2004
Basham, Laura A.	OT	8/12/2004
Barber, Amanda Michelle	OT	8/13/2004
Hill, Jessica Erin	OT	8/17/2004
Pandolfi, Melissa Ellen	OT	8/17/2004
Swena, Rhonda Kae	OT	8/17/2004
Howard, Kristen Leigh	OT	8/24/2004
Reed, Lisa Beth	OT	8/24/2004
Herron, Abby Marie	OT	8/24/2004
Rising, Trisha LuAnne	OT	8/24/2004
Hoskin, Quaneke T.	OT	8/24/2004
Martin, Brian Preston	OT	8/25/2004
Odum, Bradford Dennis	OT	8/25/2004
Rice, Kelly Joy	OT	8/25/2004
Lyons, Amanda Jeanette	OT	8/25/2004
Fletcher, Cherie Melissa	OT	8/27/2004

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Bryant, Autumn Dawn	OT	9/2/2004
Shivers, Suzanne	OT	9/2/2004
Murphy, Christy Ann	OT	9/2/2004
Waisath, Megan Elizabeth	OT	9/2/2004
Crosby, Amanda Kornegay	OT	9/2/2004
Mims Rashida Beard	OT	9/2/2004
Evans, Lalah M.	OT	9/2/2004
Grubba, Breanne M.	OT	9/2/2004
Ray, Mary Jo.	OT	9/2/2004
Ambrose, Jarian L.	OT	9/3/2004
Biggs, Amelia Kaye	OT	9/3/2004
Hale, Cristy Melinda	OT	9/3/2004
Ostenson, Julia Elizabeth	OT	9/10/2004
Ridgway, Jennifer E.	OT	9/10/2004
Johnson, Alisha Nicole	OT	9/10/2004
Baeumel, Jill Morgan	OT	9/10/2004
Mohammed, Farheen J.	OT	9/13/2004
Duckworthworth, Amy Lynne	OTA	9/3/2004
Souther, Michelle R.	OTA	9/3/2004

Attorney General's Report:

Ms. Monroe presented an update on the following cases:

OT01200001, OT01100007 and OT01200002

Ms. Austin moved and Ms. Cadaret seconded and the Board voted to accept the Attorney General's Report.

Cognizant Member's Report:

OT050007: Ms. Conyers moved and Ms. Cadaret seconded and the Board voted to hold. Forward to Wylencia Monroe, A.A.G. for review, advice and presentation at the November 12, 2004 meeting.

Correspondence:

The National Board for Certification in Occupational Therapy: Three (3) vacancies for 2005 State Regulatory Advisory Committee (SRAC).

Board Response: Ms. Cadaret and Ms. Domyslawski will review and consider attending.

Executive Director's Report: Ms. Hightower provided the Board with information on the following:

- 2005 Meeting Dates:
 - January 21
 - March 18
 - May 20

- July 22
 - September 23
 - November 18
- Cathy Cox will meet with Board Presidents November 4, 2004 at 2:00 p.m. in Macon. Ms. Cadaret moved and Ms. Domyslawski moved and the Board voted Ms. Brock and bring information back to the full Board.

Ms. Conyers moved and Ms. Cadaret seconded and the Board voted to approve the 2005 meeting dates and the November 12, 2004 Board meeting date.

Renewals:

- Postcards will be sent in lieu of renewal application forms
- Elimination of Early Renewal Period
- Late Renewal fee with penalty
- Late Renewal timeframe: 3 months
- Cannot work after March 31st.

Ms. Conyers moved and Ms. Austin seconded and the Board voted to draft language to eliminate the early renewal period and create a late renewal period and present at the November 12, 2004 Board meeting.

Ms. Hightower will create language for the rule on renewals for the November 12, 2004 meeting.

Annual Public Meeting November 2004:

Ms. Conyers moved and Ms. Austin seconded and the Board voted to hold their Board meeting and public meeting on November 12, 2004 at Archives and History. The Public Meeting will be held from 1:30 to 3:30 p.m. Staff will send the required notices.

The Board discussed the public meeting agenda as follows:

- Proposed Rule Change: Kendyl Brock
- Fines, Disciplinary Actions and Rule Process: Wylencia Monroe
- Applications process and Continuing Education: Donna Domyslawski
- Supervision of Certified Occupational Therapy Assistants and Unlicensed Practice: Karen Cadaret
- Cognizant Role: Mary Louise Austin
- General Board Rule: Kathleen Conyers
- Introduction and Renewal Process: Jacqueline A. Hightower

Elections:

Ms. Cadaret moved and Ms. Conyers seconded and the Board voted to retain the same officers for the ensuing year as follows:

Ms. Kendyl Brock, President
Ms. Kathleen Conyers, Vice President

Ms. Mary Louise Austin, Cognizant

Continuing Education Rule 671-3-.08(5) and 671-3-.09(3):

Rule 671-3-.08 and 671-3-.09:

Ms. Domyslawski moved and Ms. Caradet seconded and the Board voted to consider for adoption the proposed rule amendments and to post the Notice of Intent to Adopt and Notice of Hearing for the proposed rule changes to 671-3-.08(5) and 671-3-.09(3) for no less than 30 days prior to the date the Board intends to adopt the proposed rule changes.

Ms. Domyslawski moved and Ms. Caradet seconded and the Board voted that the formulation and adoption of Rule 671-3-.08(5) and 671-3-.09(3) do not impose excessive regulatory cost on any licensee and any cost to comply with the proposed rule cannot be reduced by a less expensive alternative that fully accomplishes the objectives of O.C.G.A. §43-1-19(l), 43-1-25, 43-28-7, 43-28-14.

Ms. Domyslawski moved and Ms. Caradet seconded and the Board voted that it is not legal or feasible to meet the objectives of O.C.G.A. § 43-1-19(l), 43-1-25, 43-28-7, 43-28-14 to adopt or implement differing actions for businesses as listed at O.C.G.A. § 50-13-4(3)(A),(B),(C),&(D) and that the formulation and adoption of Rules 671-3-.08(5) and 671-3-.09(3) will impact every licensee in the same manner and each licensee is independently licensed, owned and operated in the field of Occupational Therapy. The proposed rule amendments to 671-3-.08(5) and 671-3-.09(3) are as follows:

RULE 671-3-.08(5)

(5) A minimum of 24 contact clock hours of continuing education related to occupational therapy practice is required for renewal except as otherwise provided in this chapter. At least Sixteen hours must be related to direct "hands on" patient care (dpc). Up to 8 hours may be in related areas such as administration, supervision, education, documentation, quality assurance, ethics, research methods, professional presentations, and providing Level II fieldwork supervision.

(a) Direct patient care continuing education includes attendance at live presentations such as workshops, seminars, conferences or formal academic course work. Up to 4 hours can be obtained by means of in-service educational programs, electronic or web based courses, formal self study courses where participation can be documented, proctored viewing of videotapes in a professional setting or satellite broadcasts.

(b) General continuing education includes up to 4 hours for each of the following activities including independent study, mentorship, fieldwork supervision, professional writing, instructional presentations, research, grants, professional meetings and related activities and Up to 4 hours can be by means of in-service educational programs, electronic or web based courses, formal self study courses where participation can be documented, proctored viewing of videotapes in a professional setting or satellite broadcasts.

(c) No more than eight (8) continuing education hours may be in self study with no more than four (4) hours in the area of general continuing education.

(d) Definitions:

1. Contact Hour: For purposes of these rules, a contact hour is defined as actual time spent in instruction or organized learning experience excluding meals, breaks, welcome/introductions, and business meetings.

2. Hands on: For purposes of these rules direct "hands on" patient care includes occupational therapy assessment, treatment planning, occupational therapy implementation and diagnostic related information.

RULE 671-3-.08 (10)(a)

(10) Documentation of continuing education which the Board deems as acceptable proof of completion include the following:

(a) For continuing education courses that include attendance and participation at a presentation such as a workshop, seminar, conference or in-service educational program:

- 1.** A certificate of completion or similar documentation signed by program official; and
- 2.** A program description including sponsor, course title, date,-program objective/learning outcomes, content description, agenda or schedule.
- 3.** A shortened description may be accepted for programs specifically exempted by the Board such as AOTA and GOTA Conferences
- 4.** Formal Self Study, viewing of vide otapes in a professional setting, satellite broadcasts, or computer learning activities that must include:
 - i.** Instructional time
 - ii.** a certificate of completion or similar documentation signed by program official and
 - iii.** A program description including sponsor, course title, date, program objective/learning outcomes, content description
 - iv.** A shortened description may be accepted for programs specifically exempted by the Board such as AOTA and GOTA Conferences
- 5.** Continuing education listings should be documented on the appropriate board form, available on the website.

RULE 671-3-.09(3)

(3) Twenty-four contact clock hours of continuing education related to occupational therapy practice is required for restoration of a license. Sixteen hours must be related to direct "hands on" patient care (dpc). Up to 8 hours may be in related areas such as administration, supervision, education, documentation, quality assurance, ethics, research methods, professional presentations, and providing Level II fieldwork supervision (general).

There being no further business, the meeting adjourned at 11:40 a.m.

Kendyl Brock, President

Mollie L. Fleeman, Division Director
Professional Licensing Boards Division

Recorded by

Date